



SOLICITATION ADDENDUM

Solicitation Number: RFP 17-24 Addendum #2 Page 1 of 4

Solicitation Due Date: February 23, 2017, 2:00 p.m. (Local Time)

CITY OF GLENDALE
Materials Management
5850 W. Glendale Avenue
Suite 317
Glendale, AZ 85301
Phone: (623) 930-2865

RFP 17-24

ARMORED CAR SERVICES

1. Addendum #2 is being issued to provide clarifications and address the following questions:

TABLE 1.1

Location	Frequency	Pickup	Pickup time	# of Bags pick up	Maximum number of checks and maximum dollar liability per pick-up?	Average cash liability shipped in and out?	Average coin liability shipped in?	Average coin liability shipped out?
City Hall	5 times per week	Mon thru Fri	11:00-4:00	7 bags	200-1,500,000.00	18,315.00	285.00	250.00
Landfill	6 times per week	Mon thru Sat	7:30 to 10:00	3 bags 1 envelope	10- \$4500	\$5,322.00	178.00	\$198.00
Courts	5 times per week	Mon thru Fri	10:00 TO 4:30	1 or 2 bags	50- \$45,000	\$9,000.00	0	\$5.00
Adult Center	2 times per week	Tues and Thurs	10:00 TO 4:00	3 bags	\$6,000.00	\$2,000.00	0	\$20.00
Main Library	2 times per week	Tues and Thurs	10:00 TO 5: 00	4 bags	0-\$250.00	\$ 200.00	0	\$5.00
Foothills Aquatics	3 times per week	Mon, Wed. Thurs	12:00 - 5:00	4 bags	20 check-6,000.00	\$1,000.00	0	\$20.00
Foothills Library	2 times per week	Tues and Fri	After 1:00 PM	2 to 3 bags	0 cks	\$ 150.00	0	\$5.00

1. What are the requested service days for your 2-day a week and 3-day a week locations?

a. Answer: See Table 1.1

2. Who is the depository?

a. Answer: Bank of America

3. What is the depository address?

a. Answer: 2519 W. Alameda Dr., Tempe, AZ 85282

4. Who is your current armored care provider?

a. Answer: LOOMIS



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5. Are you having service issues? If so, what issues?

a. Answer: No issues

6. How many deposit bags are picked up from your locations per service day?

a. Answer: See Table 1.1

7. Do all your locations accept checks?

a. Answer: YES

8. What is the maximum number of checks and maximum dollar liability per pick-up?

a. Answer: See Table 1.1

9. Are there any special security protocols at the Court?

a. Answer: Court staff is unaware of any formal protocol. The process is as follows.

- i. The company's armored car pulls up to the Court on N 57th Ave closest to security doors and away from the public entrance.
- ii. The armed guard walks to the Court locked security door.
- iii. The Court staff verifies that they are an armed guard.
- iv. The staff member opens the security door and walks them to the safe area at the Front Counter.
- v. Staff that have access to the combination of the safe opens the safe to retrieve the money scheduled for the drop.
- vi. Our staff signs the verification book and hands them the cash drop in a tamper proof bag.
- vii. The guard reviews the money totals and inspects the tamper proof bag and signs the verification book.
- viii. Our staff locks the safe.
- ix. The guard exits the building to the running armored car on N 57th Ave.

10. Where is the office within the Landfill where the pick-ups take place?

a. Answer: See address in Section 1.2.1

11. Are all pick-up site office locations on the ground floor? If not, which floor, for which site?

a. Answer: All on the first floor.



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12. Is Columbus Day a City holiday?

a. Answer: Yes

13. Is the City open the day after Thanksgiving?

a. Answer: No, Except for the Landfill Location

14. What is the earliest time we can pick up a City site?

a. Answer: See Table 1.1

15. What is the average cash liability shipped in and out?

a. Answer: See Table 1.1

16. What is the average coin liability shipped in?

a. Answer: See Table 1.1

17. What is the average coin liability shipped out?

a. Answer: See Table 1.1

18. Is next day deposit delivery acceptable?

a. Answer: First day delivery, any variances will be managed on a case by case basis.

19. Are there any weapon surrender requirements?

a. Answer: No

20. Are there any parking restrictions?

a. No blocking Scale lanes. The armored car cannot block the scale lanes, the only available parking for the armored car is on the west side of the scale house off to the side of the outbound road.

21. Are there any service time restrictions?

a. Answer: Yes, the Landfill needs to be serviced between 9 am and 10 am daily.



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22. Are checks able to be reconstructed (identify the maker and amount of all checks)?

a. **Answer: No**

All other specifications, instructions, terms, and conditions remain the same. The Offeror must acknowledge receipt and acceptance of this addendum by returning the entire addendum with the proposal submittal.

Name of Company: _____

Address: _____

Authorized Signature: _____

Print Name and Title: _____